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Approved For Release 2003/04/17 : CIA-RDP78-03991A000500010003-2

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: 27 January 1955

FROM : Chief, Planning Staff, LO

SUBJECT: Weekly Report Covering the Period 21 through 26 January 1955

Planning  
Staff

## 1. PROJECTS AND STUDIES IN PROCESS:

a. Strategic Reserve Requirements (continued)

Jeeps and Trailers. A study has been undertaken to determine suitability of a quantity of jeeps and jeep trailers for strategic reserve requirements.

b. Materiel Reserve Estimates Group (continued)

(1) Discussion centered on the feasibility of preparing FI requirements for inclusion in MREG studies. The Logistics Office position is that FI requirements are necessary elements in the compilation of total strategic reserve requirements.

(2) This Staff continued development of plans to handle the information collected by MREG.

c. Project [redacted] Base Planning (new)

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*Brussels*  
*in first*

A meeting of representatives of War Plans Division, Planning and Program Coordination Staff, DD/P; [redacted] Desk, Office of Communications; WE and EE Divisions; Senior War Planners, Europe; and the Planning Staff, Logistics Office discussed action to be taken for the Project [redacted] wartime base. In consideration of proposed [redacted] operations and the SHAPE concept for wartime, the following conclusions were reached:

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(1) The existing plan for CIA Europe wartime organization and logistic support facilities should be amended.

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(2) The SWPE will appoint a survey team to reevaluate a wartime site for Project [redacted] and submit firm real estate and facility requirements.

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d. Price Catalog (new)

Began compilation of a price catalog for the Operations Branch, Supply Division to be published yearly. The project will apply to Department of Defense items for Family Groups 1, 2, 6 and 7, and will subsequently be placed on IBM cards (J deck) with appropriate yearly revisions.

e. Overseas Quarters [redacted] (completed) 25X1

Further revision was made of [redacted] 25X1  
[redacted] subject: "Provision and Furnishing of Overseas Quarters", as a result of recommendations of the Transportation Division and the Administrative Staff, LO. The revised draft has been forwarded to the Regulations Control Staff, DD/A.

2. OTHER ITEMS OF INTEREST: (All items are of a non-recurring nature.)

a. Training

Three members of this Staff attended the ICAF lecture on Foreign Operations Administration.

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d. EE

(1) Coordinated several dispatch actions with the Motor Vehicle Section, Supply Division.

(2) Coordinated a logistical annex with this Staff for approval as to capability to support.

e. WE

Expedited handling and processing of an urgent requirement with the Supply Division in order that materiel could be picked up at the Warehouse and carried to the field.

f. SR

Coordinated necessary action with the Supply and Procurement Divisions in order to expedite purchase and delivery of an emergency requirement.

g. NEA

(1) Coordinated a logistical annex with this Staff for approval as to capability of support.

(2) Expedited handling and processing of an urgent requirement with the Supply Division in order that movie films might be delivered to the Warehouse and packing and shipping expedited.

h. SE

(1) Expedited the requisitioning, removal from stock and delivery of 20 resistors packed for air pouching within a four-hour period, for the purpose of meeting an operational deadline set by this Division.

(2) Coordinated between members of the Logistics Office and the SE Division to determine the proper [redacted] safes to be used in field stations. The Division was also furnished with the ETA.

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i. Office of Communications

(1) Established the military equivalent of the AN/URM-61 of Hewlett-Packard's signal generator, model 616A, and determined that they were available through the Air Force in time to meet an operational deadline.

(2) A staff study was prepared on the need for standards on specifications and engineering drawings. Submitted with the study was a draft of the proposed regulatory issue to establish such standards.

(3) Obtained specifications on a switching device for selecting transmitting antennae, as used by the Signal Corps. This was referred to the Office of Communications for study.

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